PW (1925) Department.

C

No SERIES.

G.O. No. 2234

DATED 12.2.25

[Despatch Abstract.]

C.F. 32.

In reply, please quote number, date and short title.*

/ .....DEPARTMENT.

Received.....*Registered*.....

From (Name) Lt. Col. M.G. Platts, O.B.E., M.C.

(Designation) Offg. Supt. Engineer, Madras Circle,

Post Box ....., (Station) Madras.

Telegraphic Address.....

To The Chief Engineer

Public Works Department.

No. 1571 G. Dated 27 / 192

Sir,

Sub:- Typewriter for Bellary West Canal Project Sub Division - sanction for --

Enclosures.....

.....

.....

Spare Copies.....

In forwarding herewith a copy of communication (No.21 dated 11-1-25) received from the Assistant Executive Engineer, Bellary West Canal Project ---- Investigation Sub Division, I have the honour to state that the Assistant Executive Engineer reports that --- much saving of time will be effected if a typewriter is sanctioned for his Sub Division.

The Head clerk of the Sub Division Office has passed the higher grade test in typewriting of the National University, Madras and has had 5 years experience in this sort of work. I request therefore that sanction may be accorded for a typewriter for the Sub Division and the Superintendent of Stationery may be asked to supply a machine direct to the Sub --- Divisional Officer.

A Kumaraswami 27.1.25

for Offg. Supt. Engineer, Madras Circle.

A D /27-1.

L

Copy of letter No.31 dated 11-1-25 from M.R.Ry. L.S. Tirumalai Iyengar Avl.,B.E., Assistant Executive Engineer, Bellary West Canal Project Sub Division to the Superintendent of Stationery,Madras, through the Superintending Engineer, Madras.Circle,Madras.

A typewriter is absolutely necessary for this ---- Special Sub Division for typing estimates, reports etc. and as one of the clerks happens to know typewriting, I request you to arrange for the despatch of a typewriter at a very early date.

2. I learn that a typewriter "Woodstock" has been sent by the Executive Engineer, Bellary (Famine) Division, ---- Bellary, for repairs to Messrs. The Typewriter Mart, 15 & 16 Francis Joseph Street, George Town,Madras. If this typewrit is available, it may be despatched otherwise any machine in working order, may kindly be sent to me.

3. The following stationery articles for the use of the typewriter are required:--

(a)	Carbon sheets (violet)	..	2 doz.
(b)	Typewriter Erasers.	..	2 (Two only).
(c)	do. Oil	..	6 oz.
(d)	Ribbons (Violet single colour).	..	4 (Four only).

P.W.D

Supply of a typewriter to the Bellary West Canal Project Subdivisi

C. No 422 Mc From the S.E. Madras circle No 1599/H29-1

W.S

The S.E, Madras circle, requests that a typewriter may be sanctioned for the Bellary West Canal Project Subdivision for typing estimates, reports etc. According to rule 61(a) of the Stationery Meanual, typewriters may be sanctioned to offices whose scale of establishment includes the post of a typist or where no sanctioned post of typist exists, to clerks who have passed the typewriting test, provided that in the latter case the machine shall be returned to the Supdt of Stationery, if at any time it is found impossible to retain on the establishment concerned a clerk who has passed the typewriting test. No establishment sanctioned for the Subdivision in question does not include a typist, but the S.E states that the Head clerk of the Subdivisi has passed the higher grade test in typewriting of the National University, Madras and that he has

A

X

4 P&W 10 8 (3)
6-12-24

has had 5 years' experience in this sort of work. The concurrence of Finance may perhaps be obtained to the supply of a typewriter subject to the proviso at A overleaf.

D.I.O.

4266 SP

AWS 3.2.25 CR 3.2.25

DD 4/2/25

Finance

P.W.D No 422 Ac/25-1

4.2.25

Finance G+H

SECRETARY TO GOVERNMENT 6 FEB 1925 P.W.D.

4260 G+H

The higher grade test in typewriting held by the National University, Madras has not been recognised by this Govt. However Boot as the Head clerk is said to possess 5 years' experience in typing work it may be presumed that the typewriter if supplied will be safe in his hands Finance need not perhaps object to the supply of a typewriter subject to the proviso at A overleaf

AWS 4/2/25

7.2.25

P.W.D

P.W.D

Finance G+H W.O. 4260 G+H-1 7/2/25.

W.S

A draft order as is submitted for approval. It may be issued.

AWS 10.2.25 CR 10.2.25

11/2/25

SECRETARY TO GOVERNMENT Ac 9-FEB 1925 565 PUBLIC WORKS DEPARTMENT

DCM

Draft for the Chief

Scott. II-10 (e)—48,982—2-2-22. (6)

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P. W. DEPARTMENT.

	Date.	Initials.
When received for Fair-copying.		
When copied		
When examined		
When signed		
When despatched		

Typewriters — office of the Sub-divisional officer, Bellary west Canal Project Investigation — Sanctioned conditionally.

READ AGAIN G.O. No ....., dated ..... 192 .

" " " " ..... " 192

READ ALSO—

C. No. 422 A/C From the. S. E., Madras Circle No. 159 G., dated 29-1- 192 5?

" " ..... " " ..... " " ..... 192 .

" " ..... " " ..... " " ..... 192 .

223 W

ORDER. No....., dated 12. 2 1925

Mes

Sanction is accorded t the Supply of a typewriter & for use in the office of the ~~Asst. Executive Engineer~~ Sub-divl. officer, Bell West Canal Project Investigation Subdivision, subject to the condition tha the typewriter ~~shall be~~ is returned to the Supdt of Stationery, if at any time it is found impossible to retain on the establishment o the office a clerk who has passed the typewriting test.

Madras Circle ✓ (2 copies)

The Supdt of Stationery ✓

Copy to the A.G. through the Finance Deptt ✓

10.2.25.

C.R. 10.2.25.